

# Royal Thai Consulate-General, Chennai

Applicant's Name : \_\_\_\_\_ Date : \_\_\_\_\_

Applicant's Passport No : \_\_\_\_\_

No.	Checklist of documents required for Non Immigrant category O (Family member/Dependant)	Yes	No
1	Passport or travel document with validity not less than 6 months with <b>TWO BLANKPAGES</b> . Two signed copies of front and last page of passport.		
2	One Visa application forms completely filled in and signed by applicant		
3	Two color photographs of the applicant as per the specification*		
4	Non-refundable Visa fees of INR 5,000/ for single entry		
<b>Evidence of spouse's / child's resident in Thailand</b>			
5	Original invitation letter from company/ organization where the spouse/ parent/ child is employed		
6	Spouse's/ parent's/ child's copy of work permit or equivalents (in case working with international organization) certified by holder		
7	Spouse's/ parent's/ child's copy of passport (first and last pages, visa page, and extension of stay permission page) <b>VISA AND WORK PERMIT MUST BE VALID FOR A MINIMUM OF 90 DAYS</b>		
8	Certificate of marriage in English (Spouse)		
9	Birth Certificate in English (Child)		
10	Letter of confirmation of relationship from Indian Embassy or Indian authority.		
11	Company's recent business certificate and relevant documents to confirm that the company is in active status; must not be older than 6 months (Document must be in Thai language.)		
12	In case spouse is working with company under BOI promotion, original letter from BOI for grant of dependant visa		
<b>Transportation</b>			
13	Confirmed inbound ticket		
<b>Finances</b>			
14	Applicant's Bank Statement (Latest six months attested by bank)		
<p>* 3.5 x 4.5 cm. not older than 3 months with white background, face and eyes are in direct position to the camera, without sunglasses or hat or any other head covering, except for some religious beliefs or ethnic background.</p> <p>** All documents must be in English, unless specified, and arranged in the order given above.</p> <p>*** If required, additional documents and/or an interview may be requested. <b>Visa application fees are non-refundable.</b></p>			
<b>Declaration : (Please Read Carefully)</b>			
<p><input type="checkbox"/> I confirm that I have read the guidance and I am aware that the <b><u>normal visa process takes two working days for submission at centers in Chennai and three working days for centers outside of Chennai (not including submission date): the submission of additional documents takes another two working days</u></b></p> <p><input type="checkbox"/> I am aware that the submission of visa application is advised to be made <b><u>at least seven working days</u></b> prior to the date of departure.</p>			
Applicant's Signature : _____			
Submitted by Name : _____		Relation with applicant : _____	
Signature : _____			
<b><u>For Official Use Only</u></b>			
Submission Officer's Name: _____		Audit Officer's Name : _____	